

Section 16

Comments about this document. Paragraph numbers have been omitted, but will be included in the final issuance. For ease in referencing specific locations when providing comments, line numbers have been included. Those line numbers are consecutive from the beginning to the end of this section; so a reference to Section 16, line 53 will indicate the precise location in Section 16 that any comments may refer to. The number in brackets ([]) refers to either the corresponding paragraph in the Domestic Tender of Service or the International Tender of Service; generally, though, the number refers to the ITOS paragraph.

Attempted Pickup and/or Delivery. [old 16.1]

Attempted Pickup. [old 16.1.1]

When a participant is ordered by the RTO to perform pickup services at an employee's residence, and service cannot be performed through no fault of the participant; participant is authorized compensation for labor services and/or vehicle use per HTOS Paragraph 525.

Attempted Delivery. [old 16.1.2]

When a participant is ordered by the RTO to perform delivery services at an employee's residence, and service cannot be performed through no fault of the participant; participant is authorized compensation on direct delivery shipments for labor services and/or vehicle use per HTOS Paragraph 525. Compensation on shipments from storage-in-transit will be as outlined in HTOS Paragraph 524.

Auxiliary Services. [old 16.2]

The use of labor and/or non-standard linehaul or delivery vehicles when essential to effect pickup or delivery of shipments when approved in writing by RTO as the result of the origin or destination being inaccessible by virtue of building design or roadway nonexistence, design, condition, construction, or obstacles.

Reserved for Future Use. [old 16.3]

Reserved for Future Use. [old 16.4]

Destination Point. [old 16.5]

That city or post shown in the block #5 (destination) on the Government Bill of Lading.

Diversion. [old 16.6]

A change in the original destination of an en route personal property shipment. A change in the destination of a shipment not in storage-in-transit (SIT) to a new destination more than 30 miles from the original destination point. Shipments requiring further over ocean transportation shall be terminated and reshipped.

Filing Dates. [old 16.7]

Designated dates announced by GSA during which CHAMP rates and other data must be filed.

Filing Criteria. [old 16.8]

The terms and conditions for the filing of rates established in the GSA issued Request for Offers.

Final Delivery Point. [old 16.9]

Place at which participant surrenders possession of property to the owner or owner's agent and no further transportation or services are required under the Government Bill of Lading (GBL).

General Services Administration (GSA). [old 16.10]

The Federal Agency responsible for the administration of the Household Tender of Service (HTOS) and the Centralized Household Goods Traffic Management Program (CHAMP). The office is located at 1500 East Bannister Road, Kansas City, MO 64131-3088.

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Reserved for Future Use. [old 16.11]**Government Bill of Lading Office Code (GBLOC). [old 16.12]**

A designated code consisting of four alpha characters unique to GSA and each overseas post participating in the ITGBL Program. It is found in block 33b of the GBL.

Government Storage Warehouse. [old 16.13]

Government-owned or leased facility used for storing household effects shipments.

Gross Weight. [old 16.14]

The aggregate weight of all articles plus necessary packing materials and shipping containers.

Household Goods (HHG) and/or Personal Property. [old 16.15]

Furniture, Furnishings, Motorcycles, Mopeds or equipment; clothing, baggage, personal effects, professional books, papers, and equipment (PB&E); and all other personal property associated with the home and person. (Please note that GSA does not consider boats to be Household Effects/HHG).

Reserved for Future Use. [old 16.16]**Reserved for Future Use. [old 16.17]****Item (Or Article). [old 16.18]**

The terms "HTOS Paragraph" and "article" used in this solicitation shall be interchangeable. Each shipping piece or package and the contents thereof shall constitute one HTOS Paragraph. Any HTOS Paragraph taken apart or knocked down for handling or loading shall constitute one HTOS Paragraph.

Kilogram. [old 16.19]

One kilogram is equal to 2.2046 pounds. To convert kilograms into pounds, multiply kilograms by a 2.2046 factor. To convert pounds into kilograms, multiply pounds by a 0.453 factor.

Kilometer. [old 16.20]

One kilometer is equal to 3,280.8 feet or 0.62137 mile. To convert kilometers into miles, multiply the number of kilometers by a 0.62137 factor. To convert miles into kilometers, multiply the number of miles by a 1.609 factor.

Mistake in Rate Filing (MIRF). [old 16.21]

An error acknowledged by the participant after rate submissions. Participants may obtain relief for mistakes in rate filing upon review and approval by GSA.

Net Weight. [old 16.22]

The net weight of shipments transported in containers shall be the difference between the tare weight of the empty container and the gross weight of the packed container.

Nontemporary Storage (NTS). [old 16.23]

The term applied to the service for long-term storage, other than storage-in-transit, or personal property at owner's or Government's expense.

One-Time-Only (OTO) Rates. [old 16.24]

Rates solicited by GSA from individual participants for the one time movement of personal property.

Packing Carton. [old 16.25]

The carton used for packing HTOS Paragraphs requiring additional protection prior to placing them inside a shipping container.

Participant. [old 16.26]

Any participant or forwarder of personal property that holds an appropriate certificate(s) or permit (s) issued by a Federal or State regulatory agency and approved by GSA.

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Participant's Agent. [old 16.27]

A business firm, corporation, or individual acting for or in behalf of a participant. A bona fide agent of a personal property participant, as distinguished from a broker, is a person who, or business enterprise which, represents and acts for a motor participant or freight forwarder and performs its duties under the direction of the participant, pursuant to a preexisting agreement with the participant, providing for a continuing relationship between them.

Pick-up Point. [old 16.28]

The specific location where the participant takes possession of personal property for shipment.

Point of Diversion. [old 16.29]

The location of the shipment when orders are given to change destination point.

Port of Embarkation/Debarcation. [old 16.30]

Includes dock, wharf, pier, berth at which cargo is loaded aboard ship or is discharged from ship, including the participant's port terminal facility or warehouse serving the port.

Rate Cycle. [old 16.31]

A period of time during which rates filed by participants are effective.

Rate Solicitation Cycle. [old 16.32]

The designation assigned to the GBL electronic rates filed with GSA which are effective for a specific rate cycle.

Regular Working Hours. [old 16.33]

Regular working hours include the days Monday through Friday, between the hours of 8 a.m. and 5 p.m. local time, and exclude all other hours of the day, days of the week, and officially declared foreign national, U.S. National or State holidays.

Required Delivery Date (RDD). [old 16.34]

A specified calendar date on or before which the participant agrees to offer the entire shipment of personal property for delivery to the employee or employee's agent at destination. If the RDD falls on a Saturday, Sunday, Foreign National, U.S. National, or State holiday, the RDD will be the following working day.

Responsible Transportation Officer (RTO). [old 16.35]

The individual or office within the shipping or receiving Federal agency responsible for personal property traffic management functions.

Shipper. [old 16.36]

The Federal Agency responsible for the payment of the GBL; usually the employer of the relocating personnel.

Shipping Container. [old 16.37]

External container, lift van, crate, tri-wall, bi-wall as specified by RTO into which individual articles and/or packing cartons are placed.

Solicitation Period. [old 16.38]

The period of time specified in the rate solicitation during which the rates will be in effect.

Storage-in-Transit. [old 16.39]

The term applied to the service under the GBL for the temporary storage, other than non-temporary storage, of a personal property shipment prior to final delivery.

Supporting Documentation. [old 16.40]

Documentation requiring participant certification and submission to GSA by designated dates provided in each cycle solicitation letter to include participant Tender of Service Signature Sheet, LOI's, etc.

Unaccompanied (Air) Baggage (UB). [old 16.41]

The portion of an employee's prescribed weight allowance of personal property including professional books, papers, and equipment, normally shipped separately from the bulk of personal property and designated as such on the employee's application for shipment.

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US Government Bill of Lading (GBL). [old 16.42]

An accountable shipping document used for the acquisition of authorized transportation and related services from commercial participants for the movement of GSA sponsored personal property shipments (SF 1103 or 1203).